

MILPERSMAN 1306-120

COMMANDING OFFICER SHIPBOARD OPERATIONAL HOLDS (OPHOLD)

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| Responsible Office | NAVPERSCOM (PERS-4013B) | Phone: | COM FAX | (901) 873-5110 873-5251 |
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1. **Policy.** This policy applies to members serving in any Type 4 duty unit (considered deployed at all times) or in a deploying Type 2 duty unit who are being transferred to another activity. For purposes of this article, a deployment is an absence (excluding overhaul periods) from homeport of at least 120 days.

a. Commanding officers (COs) of Type 2 duty units may hold in abeyance orders received for members scheduled to be transferred during the period starting 3 months preceding deployment (departure from continental United States (CONUS) or homeport) and ending the month deployment will be completed.

b. Orders for members serving in Type 4 duty units may be held in abeyance at any time, but operational holds (OPHOLDS) in these cases shall not extend more than 2 months beyond the area tour applicable to the member. Operational hold (OPHOLD) requests will be submitted as outlined below.

c. An OPHOLD message must be sent per guidance in paras. 2 and 3 below, simultaneous with any decision to hold orders in abeyance. OPHOLD requests will be referred to the appropriate manning control authority (MCA) by Navy Personnel Command (NAVPERSCOM), Enlisted Personnel Readiness and Support Branch, (PERS-4013B) for concurrence.

2. **OPHOLD Guidance**

a. COs may request OPHOLD status for members in the following circumstances:

(1) When loss of the member results in or exacerbates a C-3 personnel readiness condition on a deployed (120 days from homeport) Type 2/Type 4 unit.

(2) When the loss of a member results in or exacerbates a C-3 personnel readiness condition on a deployable (excluding overhaul periods) Type 2 unit.

(3) When, in the opinion of the CO, other appropriate justification exists.

b. COs should **not** request OPHOLD in the following circumstances:

(1) If the services of the member can be spared without affecting mission accomplishment.

(2) Members may not be involuntarily extended beyond their expiration of active obligated service (EAOS) without specific approval. MILPERSMAN 1160-050 refers.

(3) For non-designated SN.

3. **OPHOLD Reporting**. COs who wish to delay orders per this article will request such action by message to NAVPERSCOM (PERS-4013) (appropriate desk code from para. 4 below) with a copy to

- unit commander,
- type commander,
- fleet commander,
- NAVPERSCOM (appropriate detailer), and
- receiving command if member is under orders.

This report is to be made as soon as the necessity for an OPHOLD is determined.

a. Except in emergency situations, this report should be made at least 60 days prior to transfer month.

b. This report will indicate the month and year orders should be delayed.

c. OPHOLDS submitted for personnel under orders issued to honor a reenlistment incentive shall note this fact and contain comment concerning the member's desire to delay, cancel, or request an alternate incentive.

d. The effecting of an OPHOLD will not by itself be justification for order cancellation.

4. Use Appropriate Desk Code from Table below:

| Desk Code | Type Command |
|-------------|--|
| PERS-4013B1 | Surface Units |
| PERS-4013B2 | Submarines, Submarine Tenders, and IMA Commands |
| PERS-4013B3 | Aircraft Carriers (CV/CVN2) and Aviation Squadrons |
| PERS-4013B4 | Specialized Placement (Medical, FMF, Seabees, EOD, Divers, Special Warfare, and MA Rating) |